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## Community Assistance Program

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**Fax this completed form to:  
(414) 353-5910**

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### Please type or print clearly

Name of Individual: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ Other Phone: (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### Members of the household also in need of assistance:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

### Verification

Goodwill must have a copy of your agency's 501(c)3 form on file before this request will be processed. If this is not applicable, you must provide a copy of your letterhead and a brochure or flyer. We reserve the right to refuse vouchers, at any time, to any organization that does not provide us with appropriate verification (once per calendar year).

**Choose a Goodwill store:** \_\_\_\_\_

**Wisconsin:** • Bay View • Beaver Dam • Delavan • Fond du Lac • Franklin • Grafton • Janesville • Kenosha • Menomonee Falls • Milwaukee East #1 (Palmer Street) • Milwaukee East #2 (Oakland Avenue) • Milwaukee North (91<sup>st</sup> Street) • Mt. Pleasant (Racine) • New Berlin • Oconomowoc • Pewaukee • Sheboygan • Waukesha • Wauwatosa • West Allis • West Bend

**Illinois:** • Arlington Heights North (Dryden Ave.) • Arlington Heights South (Algonquin Rd.) • Bartlett • Batavia • Bolingbrook • Carol Stream • Carpentersville • Chicago (West Loop) • Des Plaines • Downers Grove • Elmhurst • Glendale Heights • Joliet • Lake Zurich • Lemont • Lombard • Montgomery • Mundelein • Naperville • New Lenox • North Riverside • Northbrook • Orland Park • Plainfield (*opening 6-14-13*) • Round Lake Beach • South Elgin • St. Charles • Westchester • Willowbrook • Woodridge • Yorkville

Mission Support Center  
5300 North 118 Court  
Milwaukee, WI 53225

TEL: 414-847-4200  
FAX: 414-353-1544

Goodwill Industries of Metropolitan Chicago, Inc.  
30 N. Racine Ave., Suite 230  
Chicago, IL 60607

TEL: 312-994-1440  
FAX: 312-994-1441

Please list a brief summary /circumstances of why client needs assistance from Goodwill:

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Does this client have a documented disability?      Yes \_\_\_\_\_      No \_\_\_\_\_

Items needed:    Clothing \_\_\_\_\_      Bed /Bedding \_\_\_\_\_      Furniture \_\_\_\_\_      Housewares \_\_\_\_\_

**Referral Source (print clearly) — (or you may attach your business card, enlarged please)**

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip: \_\_\_\_\_

Work Phone: (       )                      Cell Phone: (       )

Referral E-mail: **(REQUIRED — Please write your email address in this box)**

**Referrals: STOP! ↑↑↑ Did you write your e-mail address in box above? ↑↑↑**  
**You will be notified by E-MAIL whether or not voucher is approved.**

PLEASE NOTE: Confirmation of received fax requests and processing of faxed requests are done simultaneously. This can take **TWO WEEKS** from the time we successfully receive your fax. If you have not heard from us **AFTER** this two-week timeframe, please contact us. If you are not sure your fax has gone through, please fax again.

**Vouchers are processed based on availability of funding.**

**Important Additional Information:**

- Goodwill does not provide assistance with appliances, utility, mortgage, rent, food, baby cribs, or car seats.
- Client must arrange for pick-up of any items selected in store.
- Individuals must wait six (6) months before becoming eligible to receive any additional vouchers.
- Only two requests per organization per month will be considered, based on budget availability.
- Requests are processed in the order that they are received via fax beginning the first of every month.
- Employees from any referring agency are not eligible to participate in the program.
- Recipient will need to provide picture-ID in the store to claim the voucher.
- Vouchers are held in the store for 60 days, after which time they are voided.